

CLASSIFICATION: CHIEF BOILER INSPECTOR

Class Code: 1713 - 30

Date Established: 12-05-05

Occupational Code: 3-1-3

Date of Last Revision: 01-27-16

Exempt Status: Exempt

BASIC PURPOSE: To oversee compliance with applicable codes, laws, and regulations concerning statewide inspection of high and low boilers, unfired pressure vessels and similar equipment. Provide statewide supervision and coordination of inspections and oversight of complex technical testing and audits. Authorizes decisions regarding operation and equipment safety, issues operating certificates, reviews recommendations, and evaluates existing boiler systems for possible suspension or condemnation.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Plans, organizes, and directs short and long-term work procedures of Boiler Inspectors engaged in conducting safety inspections and investigations of boilers, pressure vessels, and related equipment for compliance with occupational safety and health laws, code, rules and regulations.
- Resolves difficult field problems involving technical standards, reviews, analyzes, and monitors reports submitted by subordinate Inspectors.
- Oversees collection of overdue certificate and service charge fees from owners and/or users.
- Authorizes state operating certificates, prepares inspection reports, and makes recommendations to the Commissioner of Labor on actions, policy, and procedure changes.
- Develops audit methods and procedures and coordinates and maintains uniformity in the construction, installation, inspection, and repair of boilers and other pressure vessels.
- Reviews/approves applications for Boiler Inspector licenses and plans, organizes, and supervises the development of ongoing training for New Hampshire licensed Boiler Inspectors; revokes Boiler Inspector licenses after hearing as necessary.
- Investigates boiler-related accidents, attends hearings to provide testimony concerning the assessment of civil penalties, and discusses problems with business owners/interested parties relating to safety hazards associated with boilers and unfired pressure vessels.
- Condemns boilers or unfired pressure vessels declaring them unsafe or disqualified by legal requirements. Tracks and reports findings of violations to the National Board, and advises insurance companies of installation or maintenance deficiencies regarding large utility boilers.
- Represents the Department at meetings, researches, develops, and composes rules or legislation through knowledge of past performance and forecasting trends for review by the Commissioner of Labor.
- Ensures that ASME and National Board Code Books are kept up to date and makes recommendations to the Administrator and the Commissioner relative to code changes when necessary. Reviews and audits code shop quality control manuals with ASME and National Board Team Leaders. Chairs New Hampshire Boiler Advisory Board.

DISTINGUISHING FACTORS:

Skill: Requires skill in evaluating, planning, or integrating analysis of data to formulate current and long-range solutions, strategies, or policies of a specialized or technical nature.

Knowledge: Requires logical or scientific expertise to resolve problems of a specialized or professional nature in a wide range of applications.

Impact: Requires responsibility for achieving major aspects of long-range agency objectives by planning for short- and long-term organizational goals, reviewing recommendations for procedural changes, and developing or revising program policies. Errors at this level result in incorrect decisions at an administrative level, and are detected subsequent to implementation in an overall evaluation process.

Supervision: Requires direct supervision of programs or of employees doing work which differs from the supervisor, including disciplining employees, solving personnel problems, recommending hiring and firing employees, and developing work methods. The supervisor in this position manages a working unit or section with responsibility for employee performance appraisal.

Working Conditions: Requires performing regular job functions in an environment which includes exposure to continuous physical elements or a number of disagreeable working conditions with frequent exposure to minor injuries or health hazards.

Physical Demands: Requires medium work, including continuous strenuous activities such as frequent reaching, bending, or lifting as well as performing work activities which require fine manual dexterity or coordination in operating machines or equipment.

Communication: Requires reviewing summaries and reports and making decisions to solve problems or to achieve work objectives as well as articulating and expressing those solutions and goals. This level also requires formal presentations of solutions and goals to employees and the general public to increase the responsiveness of the agency toward the demands of its client system.

Complexity: Requires formulating the combination of overall job functions in order to address highly diverse or novel situations requiring new concepts and imaginative approaches to a wide range of intellectual and practical problems.

Independent Action: Requires independent judgment in planning and evaluating work procedures and in supervising the development of professional, technical and managerial standards under administrative direction and according to broad departmental guidelines.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in engineering or in a field that would provide background and training concerned with the construction and inspection of boilers and unfired pressure vessels. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Six years' experience in performing inspections of boilers and unfired pressure vessels in the state of New Hampshire, at least one year of which shall have involved supervisory duties. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: Must hold a National Board Commission with an "A" endorsement as an Inspector of boilers issued by the National Board of Boiler and Pressure Vessel Inspectors as well as a New Hampshire Boiler Inspector's License. Must possess a valid New Hampshire driver's license.

SPECIAL REQUIREMENTS:

1. The Chief Boiler Inspector shall not engage in the sale of any article or device relating to boilers or their appurtenances.
2. The Chief Boiler Inspector must be able to maintain effective working relationships with Federal, State, and business officials, business owners, and the public.

RECOMMENDED WORK TRAITS: Knowledge of the principles of supervision, administration, systems management and community organization as applicable to specialized program area. Thorough knowledge of all types of boilers and unfired pressure vessels. Thorough knowledge of codes and inspection procedures as established by the American Society of Mechanical Engineers and the National Board of Boiler and Pressure Vessel Inspectors. Extensive knowledge of state statutes and rules and regulations of the State Department of Labor as regards the inspection of boilers and unfired pressure vessels. Ability to conduct inspections and investigations and to prepare, review, and monitor written reports required by the Commissioner of Labor. Ability review and analyze documentation. Ability to plan, supervise, coordinate and direct the work of others. Ability to plan, organize, and provide training to subordinates and licensees. Ability to communicate effectively both orally and in writing. Ability to meet the public and establish rapport with owners and operators of businesses, licensees, attorneys, insurance company representatives, and others. Ability to evaluate and analyze program effectiveness and resource utilization. Ability to speak before public groups and legislative committees. Ability to establish and maintain effective working relationships with federal, state and other public officials. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: This class specification is descriptive of general duties and is not intended to list every specific function of this class title.